**BOARD OF SELECTMEN**
**MINUTES**
**AUGUST 15, 2011**
**SLADE BUILDING**

**Members present:** Ernest Newcomb, Chair
Matthew Castriotta, Clerk

**Member absent:** Michael Stauder, Vice Chair

**Staff present:** Brian Bullock, Interim Town Administrator

**Others present:** Representative Kimberly Ferguson, Walter Ducharme, Tom Howlett, Ed Blanchard, David Simmerer, Board of Health Chair Tom Larson, Bella Kaldera, Building Commissioner Larry Brandt, Paul Flint

Meeting called to order at 6:30 pm

**Representative Kimberly Ferguson**

Representative Ferguson requested Mr. Simmerer come to the meeting table and presented a Citation from the Commonwealth of Massachusetts House of Representatives, offering its sincerest congratulations in recognition of his forty-six years of dedicated public service to the Town of Hubbardston. The assembled group applauded and congratulated Mr. Simmerer.

Ms. Ferguson announced she had another citation for Mr. Castriotta. Ms. Ferguson stated On behalf of the Massachusetts House of Representatives offers its sincerest congratulations to Matthew Castriotta in recognition of organizing the Mass Middle School Track and Field Invitational Championship. The assembled group applauded the citation for Mr. Castriotta. Both citations were signed by Speaker of the House Robert DiLeo and Ms. Ferguson.

Ms. Ferguson reported on the Reversion Bill and additional unrestricted funding coming back to Hubbardston in the amount of $27,548. The additional money given to each town is based on a replacement of a 7% reduction from last year's budget. She reminded those present that this is a one time Disbursement.

Ms. Ferguson stated she had presented a draft letter of support towards the STRAP grant application to Mr. Bullock. Mr. Bullock stated he appreciated the quick response from Ms. Ferguson's office.

Ms. Ferguson will start holding public hours in Hubbardston in September. Redistricting news will come out in late September. The State will be losing a congressional seat. Feedback from the Board can be sent to her regarding the redistricting.

Mr. Blanchard asked Ms. Ferguson about complaints registered with the State Ethics Board. He asked if it is possible to find out who the complainant is. Ms. Ferguson stated unless the person complaining grants permission, you cannot find out their name. Mr. Blanchard asked if he would receive a letter from them concerning the decision. Ms. Ferguson said she believed you should get a decision. Mr. Blanchard stated the Town has been flooded with these complaints recently and it is not an incentive for volunteering. Ms. Ferguson thanked the group for their time and exited the meeting.

Mr. Newcomb invoked the Rule of Necessity stating his conflict as a Highway Department employee and payroll being part of the warrant. As a result of disqualification of members due to conflict of interests, the Board lacked a sufficient number of members necessary to take a valid vote, and as a last resort that all those disqualified may now participate under the Rule of Necessity.

Finance Committee Chair Blanchard stated the Finance Committee had requested a Chapter 90 budget for this year from the Highway Department and actual expenditures from the previous two fiscal years. Had the Board received a letter requesting this? Mr. Bullock stated not to date and an email would have sufficed. Mr. Bullock will request the Town Accountant print out a report for the last two fiscal year expenditures.

**Warrant # 4**

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To approve Warrant #4 in the amount of $102,507.97** **Vote: All in Favor**

**Meeting Minutes**

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To approve the minutes of August 1, 2011 as submitted** **Vote: All in Favor**

Mr. Blanchard stated the Board of Selectmen had set some goals for the upcoming year at the August 1st meeting and offered assistance from the Finance Committee.

**Wage Authorizations for new Fire Fighters**

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To approve the wage authorizations of $13.69 per hour' Grade 7, Step 1, for Jason Barrette, Brett Carpenter, Jeremy Goscila, Campbell Greim, William Jackson, Sean Spain and Corinna Ward effective August 15, 2011** **Vote: All in Favor**

Mr. Bullock reported these new recruits will be on probation for six months.

**Appointments**

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To appoint John Nason to the Senior Center Design Committee with a term to expire June 30, 2012** **Vote: All in Favor**

Mr. Bullock presented a draft budget review schedule for Fiscal Year 2013 to the Board members.

**STRAP Grant**

Mr. Bullock presented a certified copy of the June 7, 2011 Annual Town Meeting vote, Article 15, authorizing the Town to borrow $1,300,000.00 for a period of ten years to be used for engineering, design, project management, rehabilitation and construction, including the acquisition of necessary easements of the streets and roads within Hubbardston and to appropriate from Municipal Capital Stabilization Account the amount of $165,000.00 to pay the

first year's interest and principal. The Board will need to vote authorize Town Administrator to file on behalf of the Town, to accept the funding for the STRAP grant, if approved, and a letter of endorsement to Secretary Bialecki in the correspondence file.

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To certify the copy of the Annual Town Meeting vote, Article 15** **Vote: All in Favor**

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To sign the letter of endorsement to Secretary Bialecki for the STRAP grant**
**Vote: All in Favor**

**Board of Health**

Chair Larson reported the Board of Health voted to continue the process to enter into an agreement with GreenCycle at their August 9 meeting, pending approval from the Board of Selectmen.

GreenCycle would pick up electronics from the recycling center. Mr. Larson stated the Town would save money. Ms. Kaldera said she is not happy with other companies they have used. Bob Perry of GreenCycle would also take plastics as well, such as playground equipment, buckets, lawn furniture etc. One year would be $1250.00 and the service would be unlimited. The only exception is television sets would be 25 cents per pound. He will also take items containing refrigerants.

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To approve proceeding with a contract with GreenCycle and authorize the Chair to sign the contract when received** **Vote: All in Favor**

Mr. Larson and Ms. Kaldera thanked the Board and exited the meeting.

**Building Department Report**

Building Commissioner Brandt reported on the new office area; the space is a tight squeeze with no room to expand. He stated the department is much busier than last year; business is picking up. There have been applications for new houses. Mr. Brandt stated the administrative clerk is now down to sixteen hours for the three different positions and he could use her sixteen hours just for the Building Department. Mr. Brandt would like her to work with him during one evening but at this point it is difficult for her. He said she manages it well. He would like to budget at least two more hours for the administrative clerk for the next budget season.

**Class II Auto Dealer License lapses-**

Mr. Castriotta stated he has noticed Second Shift Garage' owner has been cleaning up the property but L & J's Enterprises' property appears the same. Mr. Brandt stated Mr. LaJoie, owner of Second Shift, had promised him last year that he was going to move a Lot of stuff to the back of the property. Mr. Brandt stated Mr. LaJoie appears very worried about the lapse. On the other hand, Jon Jonsson does not appear to be cleaning up his property. Mr. Brandt stated the cease and desist letter is still in effect. Mr. Brandt does not think Mr. Jonsson is around and does not know what he is doing, if anything, in the garage. Mr. Castriotta suggested getting an update on Mr. Jonsson's situation. The Board asked Mr. Brandt to return in a month with an update on these two situations.

**Gravel pits/Earth Removal Bylaw Compliance:**

Mr. Brandt stated all but one of the gravel pits located in town are under a cease and desist order.

They are having difficulty locating the mailing address of one owner. Mr. Brandt believes within another year or so all gravel pits should be in compliance with the earth removal bylaw.

Mr. Blanchard asked Mr. Brandt about Cindy Phillips' variance request on her dog kennel with the Zoning Board of Appeals. Mr. Brandt reported the litigation is done. Ms. Phillips signed a thirty day agreement signed by the judge and had until the end of July to come into compliance on three items; one of those included filing for the ZBA variance. Mr. Blanchard asked if he could have permission to call legal counsel pertaining to the case. The Board concurred.
Mr. Brandt will come back to the Board after talking to the lapsed Class II licensees. Mr. Brandt exited the meeting.

**Kopelman & Paige** appointment was postponed until August 29th meeting when Mr. Stauder is present. Mr. Bullock reported the retainer process was working well.

**Letter of Engagement:**
**Motion: M. Castriotta** **2nd: E. Newcomb**
**To authorize the Chair sign the engagement letter with Melanson & Heath Company, PC, for auditing services for year ending June 30, 2011** **Vote: All in Favor**

**Letter of Support for Communications Radio Tower:**
Mr. Bullock presented a letter of endorsement for Board to sign for the proposed radio tower for Fire and Police communications close to the Templeton line on Mt. Jefferson Road.
**Motion: M. Castriotta** **2nd: E. Newcomb**
**To have the Chair sign the letter of endorsement to the Planning Board for the radio tower special permit** **Vote: All in Favor**

The Board was presented a letter thanking Phyllis Heerwagon of Loudonville, NY for the donation of land located on Map 12, Lot 590 in the Pinecrest subdivision.
**Motion: M. Castriotta** **2nd:E. Newcomb**
**To sign the donation letter and quitclaim deed for Assessors Map 12, lot 590**
**Vote: All in Favor**

**CDBG Commitment**
Mr. Bullock reported Kevin Flynn of MRPC has requested the Town release $8,124.82 of available funding to additional CDBG housing projects. This funding is left over from previous Rural Housing Improvement/Small Cities Program loans program. He has asked a check be issued to Town of Ashby CDBG Program once approved. Hubbardston had applied along with Ashby for the grant program. The funding will go toward Hubbardston projects.
**Motion: M. Castriotta** **2nd:E. Newcomb**
**To release $8,124.82 in Account #24-000-4090 to Town of Ashby CDBG Program**
**Vote: All in Favor**

**Financial Disclosure**
The Board took no action on this and will revisit at the August 29th meeting.

**Appointments**

**Motion: M. Castriotta** **2nd:E. Newcomb**
**To appoint Michael Stauder to the Emergency Management Planning Committee/Board of Selectmen Representative with a term to expire June 30, 2012** **Vote: All in Favor**

**Motion: M. Castriotta** **2nd:E. Newcomb**
**To appoint Gary Kangas and Ernest Newcomb to the 250th Anniversary Committee with term to expire June 30, 2012** **Vote: All in Favor**

**Liaison list to Boards/Departments**

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To keep the liaison list as previous fiscal year** **Vote: All in Favor**

Correspondence was reviewed.

Mr. Castriotta requested a copy of any updated church documentation be forwarded to Finance Committee Chair Blanchard.

**Motion: M. Castriotta** **2nd: E. Newcomb**
**To adjourn the meeting at 7:55 pm**

**Vote: All in Favor**

Respectfully submitted,
Elaine M. Peterson
Elaine M. Peterson
Town Secretary

Approved: September 12, 2011